

FY18 BUDGET CALENDAR

Capital Improvement Plan instructions distributed	September 30, 2016	
Capital Improvement Plan requests submitted by departments	October 28, 2016	
Budget Policy Statement adopted	November 1, 2016	Charter 9-2-3
Revenue/Fixed Costs Review Committee initial meeting	by November 10, 2016	Bylaws Chapter 17
Operating Budget instructions distributed	November 14, 2016	
Town Manager presents Five-Year Financial Forecast	December 5, 2016	
Recommended Capital Improvement Plan issued to Selectmen	December 19, 2016	Charter 9-5-2
Revenue/Fixed Costs Review Committee issues final report	no later than December 23, 2016	Bylaws Chapter 17
Recommended CIP forwarded to Finance Committee	December 20, 2016	
Superintendent submits budget to School Committee	January 5, 2017	
Departmental Operating Budget requests submitted	January 16, 2017	Charter 9-2-4
Board of Selectmen vote to adopt Capital Improvement Plan	no later than January 18, 2016	Charter 9-5-2
School Committee holds public hearing	January 26, 2017	
School Committee votes on School Department budget	February 2, 2017	
Deadline for Submission of CPA Requests	February 9, 2017	
Recommended Operating Budget issued to Selectmen	February 13, 2017	Charter 9-2-5

FY17 BUDGET CALENDAR (CONTINUED)

Recommended Operating Budget forwarded to Finance Committee	February 14, 2017	
Finance Committee vote on Capital Improvement Plan	February 14, 2017	
Community Preservation Committee Public Hearing	March 9, 2017	Bylaws Chapter 8
Board of Selectmen vote to adopt Operating Budget	no later than March 13, 2017	Charter 9-3-1
Deadline to submit citizen petition articles	no later than March 13, 2017 at 4:30 pm	
Board of Selectmen vote to close Warrant for Annual Town Meeting	no later than March 13, 2017	Charter 2-2-2
Community Preservation Committee Report	March 16, 2017	
Board of Selectmen vote on Warrant Article Recommendations	March 27, 2017	
Finance Committee public hearing	April 3, 2017	Charter 9-6-1
Finance Committee vote on Budgets	April 4, 2017	
Finance Committee Recommendations and Report due	no later than April 13, 2017	
Distribution of Annual Town Meeting Warrant	no later than April 21, 2017	Charter 9-6-1
Annual Town Meeting	May 16, 2017	